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UAB & Sanitization Archives

TCS-8215-60
9 November 1960

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MEMORANDUM FOR: Chairman, COMOR

SUBJECT: Downgrading of Graphic Materials

REFERENCE: USIB Memorandum, TCS-7895-69, dated 2 September 1960

1. Request consideration be given the following problem regarding the downgrading of graphic materials and the proposed procedure for the solution thereof. The problem is to provide means whereby all parties advised of the downgrading of graphics from the TALENT Control System can take steps to downgrade the same graphics in their possession without further recourse to the originator.

2. This question arose when the U. S. Air Force indicated that graphics downgraded by CIA/PIC could automatically be downgraded without any specific instructions from CIA/PIC. It can readily be seen that two parties undertaking the downgrading of the same graphics may not take similar steps although both meet the basic criteria of the reference. It should be noted that graphics (briefing boards, vu-graphs, sketches, drawings, etc.) are not truly the same as the photographs or reports referred to in reference, but really a separate problem. Therefore, special steps are required to cope with them.

3. Another problem associated with graphics is the matter of identification. Acquisition numbers should be used only when entire frames of photography are released, whereas a graphic number (or similarly appropriate identity number) should be assigned to earmark the individual pieces which can be generated from any frame of photography. It is, therefore, clear that a reference to the frame of photography from which the graphic was generated is necessary in these cases. The acquisition number should be used merely as a cross-reference number.

4. In view of these considerations it is recommended that the following clarification instructions be issued so that all COMOR members agencies will conform to one standard of downgrading.

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PROPOSED CLARIFICATION

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a. Graphic materials such as briefing boards, vu-graphs, sketches, drawings, etc. may be downgraded to SECRET NOFORN, unless other classifications or dissemination restrictions prevail, provided that:

(1). Initial approval is obtained from the originating office(s).

(2). Reference to (a) TALENT and CHESS, (b) statements of requirements, and (c) any attribution of collection source, are deleted.

(3). No reference is made to track.

(4). IBID-Acquisition numbers are used to indicate the actual frame(s) used as the basis for a given graphic.

(5). A number is assigned to identify specifically which graphic was prepared from a given frame of photography.

(6). Graphics need not be duplicated in quantity for dissemination as in the case of reports, but it is mandatory that the TALENT Control Officer, of each member agency be informed through TALENT channels by form memorandum of graphics downgraded and released. This memorandum (sample attached) should indicate what steps were taken to downgrade.

(7). Once downgraded by the originator and reported out as in Paragraph (6) above, TCO's may, without further recourse to the originator, downgrade the same graphics in their possession according to the steps used by the originator.

(8). Original TALENT graphics need not be recalled.



TALENT Control Officer,
PIC/CIA

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Attachment:
As stated

Distribution:
Copy 1 - TCO/CIA
2 - TCO/JCS
3 - TCO/USAF
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